

Terms of reference: Policy Review Working Group

Adopted on:	19 th May 2026
Adopted at:	Annual Meeting of the Council 2026
Last reviewed:	19 th Amy 2026

Policy Review Working Group

Purpose:

To review and revise policies and core documents as required in order to both address changes in legislation and to deliver 'best practice'.

Scope:

Review and adapt documentation (including legislative requirements) and make recommendations to the Full Council

Authority:

Appointment of Committees: Section 102(4) of LGA 1972

Membership:

Council only membership. Clerk and Councillors appointed via nomination from the Parish Council.

Kevin Morgan – Clerk

Sylvia Brown - Councillor

Meeting arrangements

The Working Group are not required to hold meetings unless they feel it necessary. Regulatory changes to be circulated by the Clerk.

Reporting

The Committee will present their recommendations to the Parish Council at the Parish Council Meeting as informed by the Clerk.

Resources and budget

None – Print costs to be taken from administrative budget (Revenue)

Deliverables

Updated and/or new policies/documents as required.

Asset register

N/a

Review

Annual Meeting of the Council (May)